

Karori Community Centre Incorporated

PERFORMANCE REPORT

For the year ended 31 March 2022



APPROVAL OF THE PERFORMANCE REPORT

For the year ended 31 March 2022

All amounts are rounded to the nearest dollar

The Karori Community Centre Management Committee is pleased to present the approved Performance Report, including the Service Performance Statement and the historical financial statements of Karori Community Centre Incorporated, for the year ended 31 March 2022.

Approved

Heather Baldwin – Chair

Date

Approved

Teresa Wang – Treasurer

Date

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ENTITY INFORMATION

Legal Name of Entity	Karori Community Centre Incorporated
Other Name of Entity (if any)	Karori Community Centre, KCC
Type of Entity and Legal Basis	Incorporated Society, Registered Charity
Registration Number	341793, CC10564
Physical Address	7 Beauchamp Street, Karori, Wellington 6012
Postal Address	7 Beauchamp Street, Karori, Wellington 6012
Phone	(04) 476 4968
Email	<u>info@karorikommunitycentre.org.nz</u>
Website	karorikommunitycentre.org.nz

Karori Community Centre's Purpose

Our mission is to further develop, nurture and manage a Community Centre for activities that contribute to the strength and wellbeing of Karori by enabling and fostering positive relationships with and within our community.

Karori Community Centre is placed at the heart of the community. We have goals to:

1. Manage a welcoming centre
2. Develop and deliver activities
3. Develop programmes which are affordable and reflect a diverse community

Karori Community Centre's Structure

The Management Committee is usually selected by the membership of the Centre at the Annual General Meeting, and consists of a Chairperson, Secretary, Treasurer and at least two and not more than seven other members. If there is a vacancy, this can be filled by an appointment made by the Management Committee.

The Management Committee has full powers of management and control of the income, property and affairs of the Centre including the powers to:

1. Discuss and determine policy and guidelines for operation
2. Employ and support staff as required, purchase equipment and maintain such equipment in good order
3. Carry out administrative, financial and liaison functions
4. Accept, apply for, raise, conduct appeals for, and hold funds
5. Manage and review the achievement of objectives of the Centre and enter into a contract or contracts with the Wellington City Council regarding the conditions of use and the Centre's relationship with the Council.

Main Sources of Cash and Resources

Karori Community Centre Incorporated is contracted by Wellington City Council to run the building at 7 Beauchamp Street as a community centre.

During recent years, the Management Committee has put aside funds as a reserve, to be utilised when the Karori Event Centre is opened. This community facility is adjacent to Karori Community Centre, whose staff will be involved in its management for the community.

The Karori Community Centre has accumulated assets such as furniture, whiteware and office equipment for the smooth running of the Community Centre.

Main Methods used to Raise Funds

Karori Community Centre has an ongoing three-year contract with Wellington City Council which covers some of our operating expenses. We also seek grants and donations. Our third stream of income is from the hire of rooms and resources.

During the Covid pandemic, the hire of rooms has significantly reduced. However, as many of those who have cancelled their bookings pay a peppercorn rental, and we received the government's Covid-19 Wage Subsidy and Resurgence Support Payment the financial impact has been less than it may have been.

Karori Community Centre has managed its funding and expenditure carefully which has resulted in a surplus for 2021-2022. Aspects of this surplus that should be noted are:

1. \$26,000 had been budgeted for a part time staff member but not expended. This appointment was delayed again, until we knew had more certainty over the timelines for the Karori Event Centre.
2. In recent years, Karori Community Centre has budgeted for a deficit (to be met by reserves). This was in anticipation of the opening of the Karori Event Centre which would bring additional costs as we established and managed its operations. As the opening of this much needed facility was pushed out, in each of these years our financial result was a modest surplus. The 2021/2022 year has again seen funds not expended as anticipated (including point 1 above).
3. The centre has received \$5,036 as a Covid-19 Wage Subsidy and \$4,348 Resurgence Support Payment during the 2021 pandemic lock down when the Centre was forced to close for three weeks and no rental income was received.
4. One grant for \$12,581 from the Lion Foundation was received for capital purchases of kitchen appliances for the Karori Event Centre. These figures are shown in our income. \$539 of the expenditure is recorded as operating expenses and \$2,771 is recorded as fixed asset purchases on the balance sheet, not as an operating expense.

We would like to thank those who have offered support to Karori Community Centre

- Wellington City Council
- The Lotteries Grants Board
- TG Macarthy Trust
- The Lion Foundation / Karori Brooklyn Community Charitable Trust
- New World Karori
- DCL Computer Services
- St Johns Op Shop
- The Rotary Club of Karori
- The Lions Club of Karori
- Kaibosh
- Brumby's Karori

Entity Reliance on Volunteers and Donated Goods and Services

Karori Community Centre relies heavily on volunteer time. We have a large group of people who operate community activities and support groups in a voluntary capacity.

Our volunteer time for the Management Committee has been recorded as 963 hours this financial year. The volunteer hours for Management Committee have dramatically increased due to the negotiations between Karori Community Centre, Karori Community Hall Trust, Footnote Dance New Zealand and Wellington City Council.

The Management Committee has moved towards a greater governance role and is focusing on the strategic planning for the Centre and the opening of the Karori Event Centre, while the Centre Manager and her team focus on its operational matters.

Staff have volunteered numerous hours in addition to their paid roles.

Regular volunteers directly support our operational activities. In 2020/2021 this amounted to 280 hours.

The Youth Centre programme has been supported by 524 volunteer hours. The reduction in these numbers are due to Covid.

This gives a total of volunteer hours provided for KCC related activities over the financial year at 1,243 hours.

We would like to thank our volunteers who add so much to the work of the Centre:

- the Management Committee
- volunteers in the office
- those who lead groups
- teams who work on projects
- those who host social events
- those who lead recycling and repurposing projects

We would like to thank our wonderful staff, who work so hard to keep Karori Community Centre functioning as a warm and welcoming part of our community. We are indebted to the passion, commitment and aroha they bring to their jobs, every day.

Thank you all for sharing and contributing your time, energy and skills.

STATEMENT OF SERVICE PERFORMANCE

What we did and when we did it

Statistics

Description and Quantification (to the extent practicable) of the Entity's Outputs	This Year 2021 - 2022	Last Year 2020 - 2021
Number of different groups regularly using KCC facilities	48	47
New activities/programmes started in the year	3 ¹	10
Number of Karori Liaison Meetings hosted	6 ²	8
Average number of people attending Karori Liaison Meetings	8 people representing 12 groups ³	11 people representing 16 groups
Number of Coordinators meetings and WCC Chairs & Coordinators meetings attended	4	3 Zoom and 2 in person
Average regular booked hours per week for KCC rooms	56 ⁴	94
Number of hours the Youth Centre drop-in was open per week	9 ⁵	9
Average Number of hours the Youth Centre was staffed per week	13.65 ⁶ 19 ⁷	18.53
Average number of young people attending each Youth Centre session	12	18
Number of hours the Community Centre is staffed per week	54.67	48
Number of Volunteer hours of the Management Committee	963 ⁸	586
Total number of One-off bookings	161 bookings 473 hours ⁴	235 bookings 868.75 hours
Average of monthly posts on all social media to promote and publicise the KCC facilities, events and user activities (KCC Facebook page, I love Karori and Neighbourly)	56	72
Number of 'LIKES' on KCC Facebook	864	741
Number of KCC Facebook page followers	974	836

See next page for Footnotes

Footnotes for previous table

¹ 'New bookings' are defined as a booking which repeats more than 4 times from a new Centre User. There has been a dramatic decrease in the number of new activities/programmes. This is an impact of Covid, locations, and people being more cautious about embarking on new ventures.

² Eight meetings were scheduled, due to Covid requirements, six were held.

³ Attendance at the Karori Liaison Group has been declining. This is for two reasons (a) in the Covid environment, people are more cautious about what events they attend and (b) our staff are effective in making connections with and between community groups (see page 11/12 for a longer explanation).

⁴ The number of hours that the Centre is used per week, has dramatically dropped. Groups with vulnerable group members have been unsurprisingly risk advised and have cancelled their bookings. We look forward to this number increasing in 2022/23.

⁵ Due to Covid level 4, 3, and 2, the Youth Centre has not been open every week. On the weeks they were open, the average number of hours is 9.

⁶⁻⁷ From 1 April to 1 October (26 weeks), Carlin Fairley was employed as Intern Youth Worker, her average number of hours was 13.65. From 2 October 2021 to 24 January 2022, the position was vacant. From 25 January to 31 March (10 weeks), Riley Fraser was employed as the Youth Development Worker, his average number of hours was 19.

⁸ The volunteer hours for the Management Committee has dramatically increased due to the negotiations between Karori Community Centre, Karori Community Hall Trust, Footnote Dance New Zealand and Wellington City Council.

How the Goals of the Community Centre have been achieved

In 2021-2022, Karori Community Centre has achieved our goals:

1. The Community Centre is a warm and inviting location for many groups in the community. When people arrive at the Community Centre, they receive a warm and human encounter. For many of our users, this may be the first person they have spoken to that day.
2. We continue to make good connections within the community and provide an environment where other groups are connecting with each other. The staff and volunteers of the Centre have offered skills and insights into various community developments. We are supportive of a number of diverse cultural and faith-based groups. Karori and neighbouring suburbs are well served by Karori Community Centre.

Staffing

At the end of August *Kaye Jervis* resigned from her position of Administration Co-ordinator, her final day being 1 September 2021. She had been part of the Community Centre team for 16½ years and made a significant contribution to the Centre and to our community. When Kaye began, the Centre operated from the site at the corner of Campbell Street and Karori Road. Kaye then went on to help establish our current site.

In more recent times, Kaye has been a friendly welcoming face at reception, great at making bookings, invoicing centre users, and generally keeping the building in good order. Her generosity was expressed in many ways, including the fresh flowers from her garden that decorated the reception area year-round. We thank Kaye for the time, effort and enthusiasm she contributed to the role. We appreciate all the work she has done.

Carlin Fairley had been Interim Youth Worker at Karori Youth Centre until she finished in this role in October 2021. Carlin started as a Youth Volunteer, became a Youth Intern and then Interim Youth Worker. During this time, she studied for a Certificate in Youth Development through Praxis. Carlin's flexibility and enthusiasm was much appreciated.

For over a decade, *David Cahill*, DCL Computing, volunteered his expertise for IT support at Karori Community Centre. Due to a change in his circumstance, this has come to an end. We thank David for his skill and time in keeping our computer system functioning well.

Since 2016, *Liz Millward* has been a faithful and valued volunteer in the office. Thursdays was the day to see her smiling face. During changes in Covid alert levels her experience as a registered nurse was invaluable. We thank her for her time and enthusiasm.

Veronica (Vero) Hennig returned to Karori Community Centre in mid-September in a temporary role until permanent appointments were made. We were grateful for her availability at short notice and her capable manner in stepping in to support the Centre's functions so well.

In October we welcomed *Rob Kitchen* into the part time role of Marketing and Event Centre Co-ordinator. In March 2022, Rob was appointed to a full-time role at Wellington Chamber of Commerce.

Rubbana Adnan was appointed as the Office Administration Co-ordinator in October also and has been an enthusiastic, friendly and very capable addition to our staff.

Janice Roseingrave, a long-time volunteer, was appointed Accounts Payable and Payroll Administrator in late October as the role she has undertaken has grown over the years. Her flexible and efficient approach to her work is appreciated.

Riley Fraser started in January 2022 as the Youth Development Worker. We are sure his friendly and professional approach will benefit the Youth Centre.

Kay Webster continues to lead the day-to-day operations of the Community Centre. Her strong networks, experience with working with volunteers, and cheerful 'how can I help' manner is an asset to the centre, and to Karori. We have been particularly grateful for her leadership through the Covid pandemic and for her efforts to support our Centre users and visitors during this challenging time.

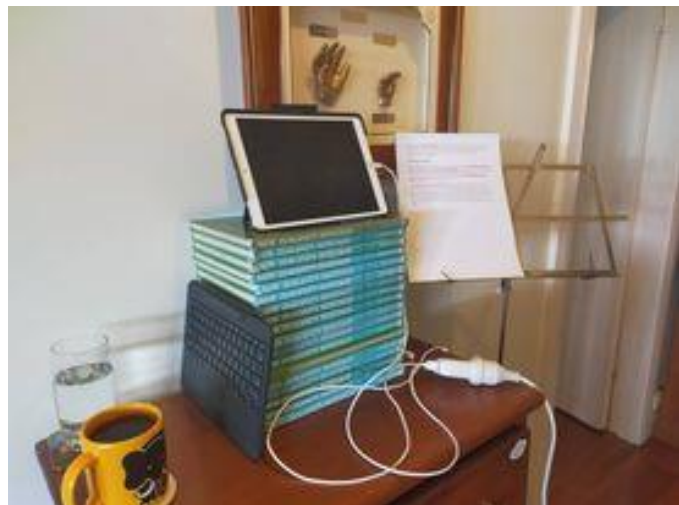
Covid 19 Pandemic

Like other community spaces, Covid has created a difficult period for Karori Community Centre. We have experienced moving between Level 4, 3 and 2, and from orange traffic lights to red.

Our building was in lockdown for three weeks, from 18 August to 8 September 2021. During this period, our staff were working from home.

We have been part of and supported the education process for members of our community as they learn about accessing vaccinations, vaccine passes, and accessing and understanding the various levels and traffic light settings.

Our staff have ensured that they are well informed and provide useful, accurate and helpful advice and information.



We have assisted people who have questions about where to access vaccines, PCR and RAT tests, vaccine passes and the consequence of the current Covid settings on their behaviour. We have supported individuals in making their on-line vaccination bookings and obtained their vaccination certificates.

Centre Users have also been well resourced by our staff as to how they can best lead their groups during these changing times.

At the end of the financial year, Centre Users fell into one of three categories:

- Bookings which have been permanently cancelled. Often these are small businesses which have not survived Covid
- Bookings which have been temporarily cancelled. Often these are groups that have members who are at increased risk of infection. These time slots have been saved for Centre Users to return to
- Bookings which are experiencing decreased attendance. People are choosing to spend less time in community spaces

After the most recent lockdown (August 2021), some volunteers have taken the opportunity to review their commitments and have chosen to retire from long-standing roles.

Connections in the Community

We continue to interact with the wider community. As well as running the Karori Liaison Group, our staff and management committee make significant connections across the community.

In May, statistics were kept of the number of community connections that were made. Over a five-week period (25 business days), 55 organic community connections were made. The groups and individuals included:

- Lions Club of Karori
- the Nest Collective
- Karori Business Association
- Bellyful
- Visque
- Café on the Square
- St John's Op Shop
- Rotary Club of Karori
- Citizen's Advice Bureau
- Karori Baptist Church
- a Karori advocacy group
- Fabric Repurpose
- Karori West Normal School
- St Ninian's Church
- Karori PHO
- Marsden School
- NZ Police
- Karori Sports Bank
- Plunket staff
- Plunket Playgroup volunteers

- Karori Event Centre
- Karori Resilience Group
- Karori RSA
- the team from I Love Karori! FB page
- Friends of Karori Cemetery
- Waterside Karori
- ESOL in the Community
- Wellington City Council officers
- Wellington City Council Councillors
- Karori Residents' Association

and the topics of conversation included:

- e-waste
- waste management
- the Donation Station
- banking in the community
- accessing a speaker unit
- assisting with grant applications
- food in schools
- Covid immunisation
- marae support
- the Karori environment and Birdwood reserve
- student volunteer opportunities
- civil defence and resilience
- Wellington City Council repairs and maintenance
- community patrols



In our building we host

- St John's Op Shop
- Karori Foodbank
- Karori Toy Library and
- Wellington West Citizen Advice Bureau



Collaboration

We also collaborate with other community facilities in the Heart of Karori town centre including:

- Karori Library
- Karori Recreation Centre
- Karori Arts and Crafts Society
- Wellington West Citizen Advice Bureau, and
- St John's Op Shop

We have a strong partnership with the Rotary Club of Karori and the Lions Club of Karori.

We are intentional about sharing spaces, promoting the activities and increasing the visibility and awareness of each other's programmes.

Governance and Planning Groups

The Community Centre has been used by the following groups for their regular and/or planning meetings, events and/or AGMs:

- the Community Bus
- the Community Centre Management Committee
- Friends of Karori Cemetery
- Guildford Apartments
- Karori Athletics Club
- Karori Business Association
- Karori Hall Trust / Karori Event Centre
- Karori Liaison Group
- Karori Normal School
- Karori Residents' Association
- Karori Youth Awards
- St John's Trust Op Shop
- Wellington City Council (meetings related to the Karori Event Centre)

Recycling, Repurposing and Reusing

We are a hub for repurposing, reusing, recycling, and safe disposal of several things. Currently, we are a collection point for:

- Karori Foodbank
- Wellington Sports Bank
- Aluminium for Kidney Kids (a project of Karori Lions Club)
- Prescription Glasses (sent to Pacific Islands for reuse)
- Can-Inspire (a charity utilising broken costume jewellery)
- The Nest Collective (redistributing infants clothing and equipment). The photo shows new hand knitted garments donated by volunteers
- Terra-cycle (stationery recycling) -18kg of stationery was recycled
- Safe disposal of batteries - in 2021, 48 kgs of batteries were diverted from landfill
- Fabric for Karori Fabric Repurpose (part of the team is shown in the photo). This group of volunteers has worked on projects for social service groups around the city
- Cell phones (for Wellington Children's Hospital)



In previous years, Karori Lions Club has hosted e-Waste events; due to Covid these events have not occurred in 2021/2022.



Buildings and Maintenance

Plumbing

We started the financial year with a large hole in the entrance floor. On 25 February 2021, a pipe had burst in the foundations under the foyer. The Centre was closed for six days, and it took until 23 March for the plumbing to be repaired.

The lino was replaced on 17-19 May 2021. Because of the process to adhere the lino to the concrete floor, the fire alarms needed to be disconnected. Therefore, the Community Centre was closed for an additional three days.

For the small businesses which operate from the Community Centre, these prolonged closures were less than ideal.



Lift

On 18 March 2021, our lift stopped functioning, and the motor needed to be replaced. It took eleven weeks for this project to be completed.

The lift is a vital part of the accessibility resources in our building. Without a lift, there were groups who were unable to meet in 1st floor rooms. Some groups squeezed into smaller rooms downstairs. Other groups had members who did not attend because they could not manage the stairs.

When building problems occur, they quickly become people problems.

Hinged External Door

Wellington City Council is in the process of replacing the hinged doors with a single electric door. This will transform the way the building is used. When the hinged door is open, it obstructs the footpath, and when a person is trying to open it, the door is heavy.

The moving of the electrics and fire alarm has been prepared, and Wellington City Council is currently processing the resource consent.

Future Developments

- Currently preparations are being made to combine the Parenting Room and Room 4, creating one larger (approximated 22 sq metre) room. This size of room has a significantly larger demand than the two current 12-15 sq metre rooms.
- Planning has begun for a refurbishment of the kitchen in the Youth Centre to a smaller, purpose designed kitchen and an additional storage space.

Beyond the Community Centre Site

The Karori Town Centre improvements start in April 2022. This project is reconstructing England Lane and the Library Square. Though it will be delivered in stages, during construction, there will be some disruption to the Karori Community Centre carpark. Karori Community Centre will remain open throughout the works.

Karori Event Centre

The Karori Community Hall Trust, Karori Community Centre, Wellington City Council and Footnote New Zealand Dance have been working hard negotiating the scope of the fitout work required to finish the building as well as a kaupapa for its operation.

In November 2021, the four parties involved signed a Memorandum of Understanding. This document provides a good balance between the availability of the Event Centre for the community (at times when space is most needed) and its use by Footnote.



Operational Procedures for the Karori Event Centre are also being developed by KCC and Footnote who will work closely to ensure the Event Centre functions well for everyone.

The photo shows Footnote's dancers being photographed in front of the Event Centre.

Affordable and No Cost Events at the Community Centre

Karori Community Centre assesses the needs of the community and identifies emerging or un-met community needs. We support groups, organisations and businesses to develop and deliver programmes and activities to meet these needs. By providing reasonably priced room rental, these programmes are more affordable and reflect the diverse interests and needs of the community.

<i>Affordable – Low Cost/No Cost</i>	
Karori Food Bank	Has a permanent space at the Community Centre that is used to receive donations, prepare and distribute food parcels and support recipients
Karori Fabric Re-purpose	<p>This group achieves many things:</p> <ul style="list-style-type: none"> • Re-purposing fabric – this means less fabric in landfill • Creating a multitude of items – from dementia cushions for Selwyn Sprott Rest Home, Karori, feeding bibs for Kimi Ora Special School, reusable vegetable bags for the supermarket – the list is extensive. These items are then donated to charities around Wellington or sold for a small sum at the St John's Op Shop • This is a group which builds community • This is a group which transfers skills
Indoor Bowls	<p>This is a low-cost group - \$5 annual sub, and \$1 per session. Their members fall into two groups:</p> <p>1. Seniors or 2. Young men living in supported accommodation</p>
Steady as You Go	<p>There are two 'Steady As You Go' exercise groups at Karori Community Centre. These groups for seniors are initially supported by a facilitator, and then peer led while being supported by Community Centre staff. They self-manage their exercise class and have formed a supportive community. These two groups meet on Mondays at 10.30am and Wednesdays at 12 noon. Plans for a Friday group have been put on hold until after Covid restrictions</p>
Parkinson Exercise	A low cost exercise class for people living with Parkinson's disease
Karori Brownies	A volunteer-led group; part of Guiding New Zealand
Drop-In Centre	This group meets on Fridays each week. An opportunity for anyone to drop in for a coffee, chat and toasted sandwich.
Samoan AoG	This Church group meets on Sunday mornings
Plunket B4 School Check	Plunket NZ utilises the small spaces for hire. Plunket Nurses with 4 year olds and their caregivers, offer a B4 School check for people living in the Western Suburbs
English Language Partners	An English language group led by English Language Partners

<i>Affordable – Low Cost/No Cost</i>	
Mahjong	A group of mainly seniors, who meet weekly for Mahjong
JP Services	These are offered on a weekly basis by a roster of volunteer JPs. Photocopying support is available from the Community Centre Office for those who need it
Hub for Meals on Wheels Distribution	CCDHB utilise space at Karori Community Centre for their Meals on Wheels distribution
<i>Inexpensive</i>	
Exercise to Music	Is a low impact aerobics class at low cost
Pilates with Chris Rice	Pilates with Chris Rice – a low-cost exercise class

Karori Community Centre had 161 one-off bookings this year.

Karori Community Centre is a venue for birthday parties (adults and children), baby showers, family re-unions, cultural and religious festivals.

Mobility Equipment, Wheelchairs, Data Projector, Sound System and Tables

Karori Community Centre has mobility and audio-visual equipment which is widely used in the community, either by families or community groups. Our tables and chairs are often used by other groups for their community events. These are used at no charge or koha.

Justice of the Peace “Quick Clinic”

The most commonly asked question at the Community Centre is “Can I see a JP?”. We are extremely grateful to the team of volunteers who staffed the JP clinic on Thursdays from 1-2pm.



Karori Youth Centre

Karori Community Centre also operates the Karori Youth Centre and employs a Youth Development Worker to lead the programme.

The Youth Development Worker has established a team of volunteers to work with the young people who attend the Drop-In Centre. The Centre is open three afternoons each week, plus there are additional activities during school holidays.

Between September 2020 and October 2021, Carlin Fairley was our Youth Intern, and studying for a Certificate in Youth Development at the private training establishment, Praxis.

In January 2022, Riley Frazer was appointed to the permanent part-time position of Youth Development Worker. (Unfortunately, as we were unable to staff the Youth Centre in Term 4 2021 it was closed)

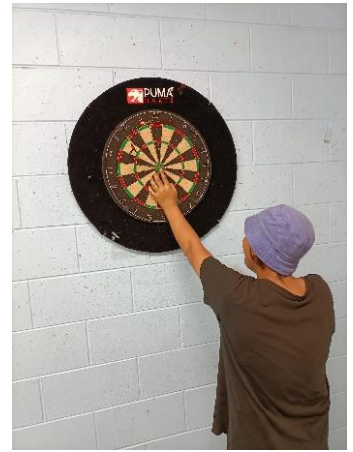
When social distancing due to Covid levels was required, it was difficult to run the Youth Centre in a usual way. Consequently, the Youth Worker's time was spent connecting with rangatahi individually and via the internet.

The Karori Youth Centre is a place that is very special to a number of rangatahi. Since the arrival of Riley, these young people have regaled memories and stories of the Youth Centre. The Youth Centre continues to provide a place of fun and memory-making for its attendees and looks to improve in enhancing rangatahi's sense of belonging and mana.

Since reopening, we have seen regular attendance of about 15 rangatahi. We have a core group of boys from Karori West who enjoy the sporting and competitive aspects the Youth Centre provides. We also have a large group of year 11s who come more for the conversations and the after-school hangout space. These rangatahi are our more committed youth and the number does not include a larger group of around 25 additional youth who come irregularly or come to use the basketball hoop for a few hours after school. The need for regular attendees to isolate due to Covid in their household has meant that attendance numbers are fluctuating more than normal.

The Youth Centre is most effective on two fronts: catering to the two main groups of regular attendees we currently have. On Senior Nights, Riley and his volunteer team have been able to have effective, positive conversations with rangatahi where we have helped them engage with difficult topics such as the recent protests at parliament, vaccinations and general issues around their schooling.

We have also been able to have encouraging conversations reminding youth of what they are good at and keeping them believing they are special.



The other front is interaction with the younger boys. For this group the centre has been more helpful on a physical level, giving them a space to socialize and compete with each other as well as giving them a time to share food and learn some basic cooking skills on a Friday. There is further work in culture-building to be done with this group, including general respect and kindness for each other and other people at the centre.

We are grateful for our relationship with Kaibosh. Kaibosh provides food for the Youth Centre Friday night dinners and afternoon teas on Mondays and Wednesdays. Cooking a meal together on Friday nights is an important opportunity to transfer skills and to enjoy sharing food together.

KYC helps build connections with Karori's youth. Riley and his team of volunteers are looking forward to continuing to be an effective community presence in the new financial year.

Celebrations

2021-2022 has been a difficult year for hosting events particularly when food is involved. Rather than hosting a lunch, for example, we have had events where people can drop by.

In December, Sharon Powick led a project for community groups to install Christmas Trees in our foyer. Two Christmas trees are shown in the photo.

In March, our staff dressed for the 'Colour Your Day' event. It was an opportunity to encourage conversations about mental wellbeing, and the actions which can enhance mental health.



STATEMENT OF FINANCIAL PERFORMANCE

How we are funded and what it costs

For the year ended 31 March 2022

	Note	2022 \$	2021 \$
Revenue			
Donations, fundraising and other similar revenue	1.1	4,308	15,908
Revenue from providing goods or services	1.2	135,156	130,983
Interest, dividends and other investment revenue	1.3	792	998
Other revenue	1.4	9,384	21,089
Total Revenue		149,640	168,978
Expenses			
Volunteer and employee related costs	2.1	84,294	97,136
Costs related to providing goods or services	2.2	40,398	29,145
Other expenses	2.3	10,358	8,163
Total Expenses		135,050	134,444
Surplus/(Deficit) for the Year		14,590	34,534

STATEMENT OF FINANCIAL POSITION

What we own and what we owe

For the year ended 31 March 2022

	Note	2022 \$	2021 \$
Assets			
Current Assets			
Bank accounts and cash	3.1	187,467	211,864
Debtors and prepayments	3.2	1,601	3,081
Total Current Assets		189,068	214,945
Non-Current Assets			
Property, plant and equipment	4.0	32,103	25,491
Total Non-Current Assets		32,103	25,491
Total Assets		221,171	240,436
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3.3	4,274	6,485
Employee costs payable	3.4	6,204	4,665
Unused donations and grants with condition	3.5	15,905	49,037
Other current liabilities	3.6	0	51
Total Current Liabilities		26,383	60,238
Total Liabilities		26,383	60,238
Total Assets less Total Liabilities (Net Assets)		194,788	180,198
Accumulated Funds	5.0		
Accumulated surpluses or (deficits)		194,788	180,198
Total Accumulated Funds		194,788	180,198

STATEMENT OF CASH FLOWS

How we have received and used cash

For the year ended 31 March 2022

	2022 \$	2021 \$
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	4,308	15,908
Receipts from providing goods or services	103,535	153,617
Interest, dividends and other investment receipts	792	998
Other revenue	9,384	21,089
Cash was applied to		
Payments to suppliers	45,391	27,625
Payments to employees	83,013	96,397
Net Cash Flows from Operating Activities	(10,385)	67,590
Cash was applied to		
Payments to acquire property, plant and equipment	(14,012)	(6,719)
Net Cash Flows from Investing Activities	(14,012)	(6,719)
Net Increase/(Decrease) in Cash	(24,397)	60,871
Opening Cash	211,864	150,993
Closing Cash	187,467	211,864
This is represented by		
Bank Accounts and Cash	187,467	211,864

STATEMENT OF ACCOUNTING POLICIES

For the year ended 31 March 2022

Basis of preparation

Karori Community Centre has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000 for the last two annual reporting periods.

This is the fourth year of adoption in light of the requirements of the Charities Act 2005. The Centre previously followed NZGAAP (Generally Accepted Accounting Principles). The comparative figures have been restated. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the Centre will continue to operate as a going concern in the foreseeable future.

Revenue

Revenue is accounted for as follows:

Grants

Grant income is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received. Where income includes a use or return condition, it is initially recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Donations

Donations are accounted for depending on whether they have been provided with a "use or return" condition when the cash is received. Where donations include a use or return condition, the donation is initially recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Where significant donated assets are received with useful lives of 12 months or more, and the fair value of the asset is readily obtainable, the donation is recorded at the value of the asset obtained. Where the fair value of the asset is not readily obtainable, the donation is not recorded. Donated assets with useful lives less than 12 months are not recorded.

Interest income

Interest income is recognised on an accrual basis.

Other income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

Income Tax

Karori Community Centre is registered as a charitable entity under the Charities Act 2005, and accordingly is not subject to income tax.

Bank Accounts and Cash

Bank and Cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Debtors

Debtors are carried at estimated realisable value after providing against debts where collection is doubtful.

Property, Plant and Equipment

Property, Plant and Equipment are shown at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is provided on a diminishing value basis for plant and equipment, office and computer equipment at cost of the assets to their estimated residual values over their useful lives. The depreciation rates and useful lives associated with major classes of assets have been estimated as follows:

- Plant and Equipment DV Range 13 – 40 %
- Computer Equipment DV 40%
- Office Items DV Range 13 – 25%

Employee Costs

Employee entitlements are measured at undiscounted nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned but not taken at balance date.

Changes in Accounting Policies

There have been no changes in accounting policies during the annual reporting period (last year – nil).

NOTES TO THE PERFORMANCE REPORT

For the year ended 31 March 2022

1.0 Revenue

Donations, fundraising and other similar revenue

Grants and donations are recognised as revenue when received and all associated obligations have been met. Grants are sought from a variety of national and local organisations, often for particularly identified projects or needs. Ongoing funding contacts with the Wellington City Council provide the largest financial income for the Centre, \$61,650 received from the Wellington City Council during this financial year.

Revenue from providing goods or services

Karori Community Centre offers five spaces for hire by individual and groups. The Centre has dual goals: 1. Resourcing the community and 2. Generating rental Income. In 2023, Karori Community Centre will also manage the community space provided by Karori Event Centre, which is anticipated to open during the coming year.

Revenue Analysis	Note	2022 \$	2021 \$
Donations, fundraising and other similar revenue			
Donations/koha from the public	1.1	4,308	15,908
		4,308	15,908
Revenue from providing goods or services	1.2		
Grants or contracts for service with Wellington City Council		61,650	60,323
Grants with conditions from Lottery, TG Macarthy Trust and the Lion Foundation		33,133	24,547
Room rental		34,213	40,809
Equipment hire and tenant contribution		6,160	5,304
		135,156	130,983
Interests, dividends and other investment revenue	1.3		
Interest		792	998
		792	998
Other revenue	1.4		
Covid 19 Wage subsidy		5,036	21,089
Resurgence support payment		4,348	0
		9,384	21,089

2.0 Expenses

Expenses Analysis	Note	2022 \$	2021 \$
Volunteer and employee related costs	2.1		
Salaries and Wages		81,283	92,778
Volunteer costs		317	1,339
Kiwisaver contributions		2,468	2,784
ACC levies		226	235
		84,294	97,136
Costs related to providing goods or services	2.2		
Administration and overhead costs		33,545	21,146
Youth group costs		6,853	7,999
		40,398	29,145
Other expenses	2.3		
Depreciation		7,401	5,085
Telephone and internet		1,467	1,427
Accounting review expenses		1,015	1,176
Insurance		475	475
		10,358	8,163

3.0 Analysis of Assets and Liabilities

Asset item	Note	2022 \$	2021 \$
Bank accounts and cash	3.1		
Petty cash		102	193
Savings account balance		47,208	47,175
Cheque account balance		59,437	84,496
Term Deposits		80,720	80,000
		187,467	211,864
Debtors and prepayments	3.2		
Accounts receivable		1,568	3,081
GST receivable		33	0
		1,601	3,081
Liability items			
Creditors and accrued expenses	3.3		
Trade and other payables		801	3,104
Accrued expenses		1,423	1,581
Key deposit and bond		2,050	1,800
		4,274	6,485

Employee costs payable	3.4		
Wages and salaries earned but not yet paid		3,659	2,857
Holiday pay accrual		2,545	1,808
		6,204	4,665
Unused donations and grants with conditions	3.5		
Lottery grant unused at balance date		0	15,000
WCC Event centre grant unused at balance date		15,905	15,905
TG Macarthy Trust		0	5,551
Four Winds grant unused at balance date		0	12,581
		15,905	49,037
Other current liabilities	3.6		
GST payable		0	51
		0	51

4.0 Property, Plant and Equipment

	2022 \$	2021 \$
Property, Plant and Equipment		
Opening value	25,491	23,857
Additions	14,012	6,719
Depreciation	(7,400)	(5,085)
Closing value	32,103	25,491

5.0 Accumulated Funds

	2022 \$	2021 \$
Accumulated Funds		
Opening value	180,198	145,664
Surplus/(Deficit)	14,590	34,534
Closing value	194,788	180,198

6.0 Related Parties

Graeme Tall, who is a member of the Karori Community Centre Management Committee, has been paid \$45 per fortnight for performed cleaning duties. He was paid \$1,660 for his cleaning duties during this financial year. He was paid \$1,715 during the previous financial year.

There were no other transactions involving related parties during the financial year.

7.0 Commitments

Karori Community Centre has no commitments as at balance date (2021 nil).

8.0 Contingent Liability

There were no contingent liabilities that require disclosure in these financial statements.

9.0 Events after the Balance Date

The centre has been closed from 18 August 21 to 8 September 2021 due to the Restrictions resulting from the Covid 19 epidemic.

10.0 Going Concern

Covid-19 is not expected to have a significant impact on the entity. Management has determined that there is no material uncertainty that casts doubt on the entity's ability to continue as a going concern.

PAGE FOR AUDITOR'S REPORT